

Panaji, 27th September, 2012 (Asvina 5, 1934)

SERIES I No. 26

OFFICIAL GAZETTE

GOVERNMENT OF GOA

PUBLISHED BY AUTHORITY

NOTE

There is one Extraordinary issue to the Official Gazette, Series I No. 25 dated 21-9-2012, namely, Extraordinary dated 25-9-2012 from pages 1235 to 1240 regarding The Goa Salaries & Allowances of Ministers (Amendment) Act, 2012–Not. No. 7/22/2012-LA and The Goa (Rajiv Gandhi IT Habitat-Cancellation/Abolition & Regulation of Allotment of Plots) Act, 2012–Not. No. 7/18/2012-LA from Department of Law & Judiciary (Legal Affairs Division).

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GOVERNMENT OF GOA**Department of Law & Judiciary**

Law (Establishment) Division

Notification

11/3/2008-LD/Estt

In exercise of the powers conferred by sub-sections (1) and (2) of section 40 of the Gram Nyayalayas Act, 2008 (Central Act 4 of 2009), the Government of Goa hereby makes the following rules, namely:—

1. *Short title and commencement.*— (1) These rules may be called the Goa Gram Nyayalayas Rules, 2012.

(2) They shall come into force from the date of their publication in the Official Gazette.

2. *Definitions.*— In these rules, unless the context otherwise requires,—

(a) “Act” means Gram Nyayalayas Act, 2008 (Central Act 4 of 2009);

(b) “Government” means the Government of Goa;

(c) “State” means the State of Goa.

Words and expressions used in these rules but not defined shall have the same meaning as assigned to them in the Act.

3. *Officers and other employees of the Gram Nyayalayas.*— (1) Every Gram Nyayalaya

established in this State shall be provided with such category of officers and employees as are admissible to a Court of Judicial Magistrate of First Class in this State.

(2) Each Gram Nyayalaya shall have Civil Judge, Junior Division and Judicial Magistrate First Class.

(3) Salaries, allowances and terms and conditions of service of the officers and employees of the Gram Nyayalaya shall be as determined by the Government by an order issued in this regard.

(4) The working hours of Gram Nyayalaya shall be similar to the working hours of regular Courts in the State.

4. *Sitting fees and other allowances of Conciliators.*— Every Conciliator appointed under the Act for effecting a settlement between the parties shall be entitled to a sitting fee of Rs. 400/- per sitting and the travelling allowance for taking to and fro journey to the place of sitting at the rate of Rs. 500/- per day.

5. *Disqualification for appointment as Conciliator.*— A person shall be disqualified for being appointed as a Conciliator,—

- (a) if he is an un-discharged insolvent;
- (b) if criminal charges involving moral turpitude have been framed by a Criminal Court against him;
- (c) if he is of un-sound mind;
- (d) if he has been convicted by a Criminal Court for any offence involving moral turpitude;
- (e) if disciplinary proceedings have been initiated against him by competent authority or has been punished in such proceedings.

By order and in the name of the Governor of Goa.

N. P. Singnapurker, Under Secretary (Estt.).
Porvorim, 17th September, 2012.

Department of Personnel

Notification

1/11/2010-PER (Pt.I)

In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, and in supersession of the existing Recruitment Rules for the post of Bosun, notified vide Government Notification No. 1/15/74-PER.Vol.III dated 09-02-1981, in the Official Gazette Series I No. 49 dated 05-03-1981, the Governor of Goa hereby makes the following rules to regulate the recruitment to the Group 'C', Non-Ministerial, Non-Gazetted post, in the Directorate of Fisheries, Government of Goa, namely:—

1. *Short title, application and commencement.*— (1) These rules may be called the Government of Goa, Directorate of Fisheries, Group 'C', Non-Ministerial, Non-Gazetted post, Recruitment Rules, 2012.

(2) They shall apply to the post specified in column (1) of the Schedule to these rules (hereinafter called as the "said Schedule").

(3) They shall come into force from the date of their publication in the Official Gazette.

2. *Number, classification and scale of pay.*— The number of posts, classification of the said post and the scale of pay attached thereto shall be as specified in columns (2) to (4) of the said Schedule:

Provided that the Government may vary the number of posts specified in column (2) of the said Schedule from time to time subject to exigencies of work.

3. *Method of recruitment, age limit and other qualifications.*— The method of recruitment to the said post, age limit, qualifications and other matters connected therewith shall be as specified in columns (5) to (13) of the said Schedule.

4. *Disqualification.*— No person who has entered into or contracted a marriage with a person having a spouse living or who,

having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to the service: Provided that the Government may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and that there are other grounds for so doing, exempt any person from the operation of this rule.

5. *Power to relax.*— Where, the Government is of the opinion that it is necessary or expedient so to do, it may, by order, for reasons to be recorded in writing, relax any of the provisions of these rules with respect to any class or category of persons.

6. *Saving.*— Nothing in these rules shall affect reservation, relaxation of age limit and other concessions required to be provided for Scheduled Castes, and other special categories of persons in accordance with the orders issued by the Government from time to time in that regard.

By order and in the name of the Governor of Goa.

Yetindra M. Maralkar, Additional Secretary (Personnel).

Porvorim, 21st September, 2012.

SCHEDULE

1	2	3	4	5	6	7	8	9	10	11	12	13
Name/ Designation of post	Number of posts	Classifi- cation	Scale of pay	Whether selec- tion post or non-selec- tion post	Age limit for direct recruits	Whether the benefit of added years of service is admissible under Rule 30 of CCS (Pension) Rules, 1972	Whether age & educational qualifications prescribed for the direct recruits will apply in the case of promotees	Period of proba- tion, if any	Method of recruitment, whether by direct recruitment or by promotion/ or by deputation/ transfer/contract and percentage of the vacancies to be filled by various methods	In case of recruit- ment by promotion/ deputation/ transfer, grades from which promotion/ deputation/ transfer is to be made	If a D.P.C./ D.S.C. exists, what is its compo- sition	Circum- stances in which the Goa Public Service Commission is to be consulted in making recruitment
Bosun. 02 (2012) Subject to variation depen- dent on workload.		Group 'C', Non- Mini- sterial, Non- Gaze- tted.	PB-2 Rs. 9,300- 34,800 + Grade Pay Rs. 4,200/-.	Selec- tion.	Not exceed- ing 40 years (Relaxable for Govern- ment servants upto 5 years in	6(a)	Age: No. Educa- tional qualifi- cations: Yes.	Two years.	By promo- tion, failing which, by direct recruitment.	Promotion: Junior Deckhand with 18 years regular service in the grade.	Group 'C', D.P.C./D.S.C.	N. A.

1	2	3	4	5	6	6(a)	7	8	9	10	11	12	13
					accordance with the instructions or orders issued by the Government).		Training Course and second class Master Course conducted by Captain of Ports.						
							(2) At least 5 years experience on a fishing vessel.						
							(3) Knowledge of Konkani.						
							<i>Desirable:</i>						
							(1) Secondary School Certificate Examination or equivalent.						
							(2) Knowledge of Marathi.						

Department of Public Health

Corrigendum

47/10/2011-I/PHD

Read: Order No. 47/10/2011-I/PHD dated 16-8-2011.

In the Government order cited above, the pay scale of Chief Biochemist & Biochemist mentioned at Sr. Nos. 44 & 45 shall be substituted to read as follows:—

Sr. No.	Designation of the Post	No. of Posts	Pay Scale
44.	Chief Biochemist	1 PB-2	9,300-34,800+GP 4,600
45.	Biochemist	1 PB-2	9,300-34,800+GP 4,200

By order and in the name of the Governor of Goa.

D. G. Sardessai, Additional Secretary (Health).

Porvorim, 17th September, 2012.



Department of Vigilance

Directorate of Vigilance

Order

13/104/2011-VIG/1892

Sanction of the Government is hereby conveyed for creation of 2 temporary posts of Vigilance Officers, Group "B", Gazetted in the pay scale PB-2 Rs. 9,300-34,800+Grade Pay Rs. 4,600/- and abolishing the existing two posts of Vigilance Officers, Group 'C', Non-Gazetted in the pay scale PB-2 Rs. 9,300-34,800+Grade Pay Rs. 4,200/- in lieu thereof in the Directorate of Vigilance, Panaji.

The expenditure towards their pay and allowances is debitable to the Budget Head: 2070—Other Administrative Services; 00—; 104—Vigilance; 01—Directorate of Vigilance; 01—Salaries (Non-Plan) Demand No. 22.

The Administrative Reforms Department, Secretariat, Porvorim has approved the creation of the above posts, vide their U. O. No. 464/F dated 21-5-2012 and the same has the concurrence of Finance Department,

Secretariat, Porvorim vide their U. O. No. 1441095/F dated 28-6-2012.

The Cabinet in its XIX meeting held on 12-9-2012 has approved the creation of the above posts in the Directorate of Vigilance, Panaji-Goa.

By order and in the name of the Governor of Goa.

V. P. Rao, IAS, Director (Vigilance).

Panaji, 18th September, 2012.

Notification

13/26/2012-VIG/1893

In exercise of the powers conferred by sub-sections (1) and (2) of section 31 read with sections 6, 11(2), 13(6), 15(2)(f) and 21(1) of the Goa Lokayukta Act, 2011 (Goa Act 3 of 2012), the Government of Goa hereby makes the following rules, namely:—

1. *Short title and commencement.*— (1) These rules may be called the Goa Lokayukta Rules, 2012.

(2) They shall come into force from the date of coming into force of the Goa Lokayukta Act, 2011 (Goa Act 3 of 2012).

2. *Definitions.*— (1) In these rules, unless the context otherwise requires,—

(a) “Act” means the Goa Lokayukta Act, 2011 (Goa Act 3 of 2012);

(b) “Complainant” means a person who makes a complaint under section 11 of the Act;

(c) “Form” means a form appended to these rules;

(d) “Government” means the Government of Goa;

(e) “Registrar” means Registrar to the Lokayukta and includes an Assistant Registrar;

(f) “section” means a section of the Act.

(2) Words and expressions used in these rules but not defined shall have the same

meaning as respectively assigned to them in the Act.

3. *Competent Authority.*— The Competent Authority in case of other public functionary, specified under sub-clause (iv) of clause (d) of section 2 shall be the Chief Secretary.

4. *Complaint.*— (1) Every complaint made under sub-section (1) of section 11 of the Act shall be made in Form I hereto, signed by the complainant and accompanied by,—

(a) an affidavit in Form II hereto, duly sworn by the complainant before the Registrar or a person legally empowered to administer an oath, in support of the allegations contained in the complaint;

(b) the self-attested copies of the documents relied upon by the complainant in support of his allegations contained in the complaint. If the documents relied upon by the complainant are not in his power and possession, the person from whom they may be secured shall be stated; and

(c) the list of the witnesses, with their name/s and addresses, whom the complainant desires to examine in support of his allegations contained in the complaint; and

(d) a judicial stamp paper of Rs. 500 (Rupees five hundred only) evidencing the payment of a fee in respect of the complaint.

(2) Every complaint may be presented in person or sent by a registered post AD to the Registrar. Such complaint shall be acknowledged by the Registrar.

5. *Scrutiny and registration of complaints.*— (1) On receipt of a complaint, the Registrar shall cause the particulars thereof to be entered in the “Register of Complaints”.

(2) If the Registrar is of the opinion that any complaint is not in conformity with the provisions of the Act or these rules, he shall, within a period of fifteen days, excluding

public holidays, from the date of receipt of complaint, issue a notice to the complainant directing the complainant to rectify the defects within the time specified in such notice:

Provided that the Registrar may, on an application of the complainant, extend the time specified in the notice, for sufficient cause.

(3) All complaints shall be placed before the Lokayukta or an Upa-Lokayukta, as the case may be, for orders, but the complaints in which action has been taken under sub-rule (2) shall be placed before the Lokayukta/Upa-Lokayukta only after the expiry of the period as stipulated in the notice or the extended period, if any, whether any defect pointed out by the Registrar has been rectified, or not.

(4) Every person making a complaint shall be informed about the orders passed under sub-rule (3) if no further action on the complaint is to be taken.

6. *Conditions of Service of Counsel appointed by the Lokayukta or Upa-Lokayukta.*— The fees payable to and the duties, rights and liabilities of Counsel appointed by the Lokayukta or Upa-Lokayukta to assist it under sub-section (6) of section 13 of the Act shall be the same as are applicable to the Public Prosecutor/ Government Advocate appointed by the Government:

Provided that, it shall be competent for the Lokayukta or Upa-Lokayukta, in special circumstance of a particular case or considering the nature of the work for which the Counsel is appointed, to sanction the payment of fees at a higher rate or a consolidated fee to the Counsel appointed by it.

7. *Powers of Lokayukta or Upa-Lokayukta under the Code of Civil Procedure, 1908 (Central Act 5 of 1908).*— (1) The Lokayukta or Upa-Lokayukta, for the purpose of any

investigation including inquiry, shall have the powers as are vested in a Civil Court while trying a suit under the Code of Civil Procedure, 1908 (Central Act 5 of 1908), in respect of the following matters, namely:—

(a) to grant injunction;

(b) to issue commission for local inspection;

(c) to make, during the pendency of any complaint, any interlocutory order as may appear to the Lokayukta or Upa-Lokayukta to be just and necessary to meet the ends of justice;

(d) to allow amendment of the complaint or application;

(e) to add as parties the legal representatives of a deceased party in any complaint pending before it, subject to the provisions of Order XXII of the Code of Civil Procedure, 1908 (Central Act 5 of 1908), in so far as they are applicable;

(f) to review its decision or order on interlocutory applications;

(g) to dismiss a complaint for default or to decide it ex-parte;

(h) to set aside an order of dismissal of a complaint for default or any order passed ex-parte.

(2) The period of limitation for an application to implead the legal representatives of a party shall be ninety days from the date of his death.

(3) The period of limitation for applications under clauses (f) and (h) of sub-rule (1) shall be thirty days from the date of the decision or order.

(4) The provisions of section 5 of the Limitation Act, 1963 (Central Act 36 of 1963), shall be applicable to applications mentioned in clauses (e), (f) and (h) of sub-rule (1).

8. *Power of Lokayukta or Upa-Lokayukta to correct errors.*— (1) The Lokayukta or Upa-Lokayukta may, at any time, correct any clerical or arithmetical error in a report, declaration, decision or order arising from any accidental slip or omission, either *suo motu* or on application.

(2) Subject to the provision of section 153 of the Code of Civil Procedure, 1908 (Central Act 5 of 1908), the Lokayukta or Upa-Lokayukta may at any time and on such terms as to costs or otherwise as it may think fit, amend any defect or error in any proceeding in a complaint.

9. *Power to strike out or add parties.*— The Lokayukta or Upa-Lokayukta may, at any stage of the proceeding in a complaint, either *suo-motu* or on application, delete the name of any party improperly joined or, add as party any person who ought to have been joined or whose presence before the Lokayukta or Upa-Lokayukta is felt necessary in order to enable the Lokayukta or Upa-Lokayukta, to decide effectively and completely the question involved in any complaint and the provision of rule 10 of Order I of the Code of Civil Procedure, 1908 (Central Act 5 of 1908), shall, as far as may be, apply to such deletion or addition of parties.

10. *Conditions of service of Lokayukta and Upa-Lokayukta.*— (1) The status, salary, allowances, pension and other conditions of service of Lokayukta and Upa-Lokayukta shall be on par with those applicable to a Judge of a High Court:

Provided that the status, salary, allowances, pension and other conditions of service of a Judge of the Supreme Court or a retired Judge of the Supreme Court appointed as Lokayukta or Upa-Lokayukta shall be the same as a Judge of the Supreme Court.

(2) In respect of each completed year of service there shall be credited to the Lokayukta and the Upa-Lokayukta in their leave account thirty days on full allowances and forty-five days on half allowances.

(3) Any leave with allowances availed of by the Lokayukta or Upa-Lokayukta at any time, when there is no such leave at his credit, shall be set off against any such leave credited to his account subsequently.

(4) The Lokayukta or Upa-Lokayukta may, at any time, avail of any amount of leave out of the leave credited to his account, as leave on full allowances, and the monthly rate of leave allowances in that case, shall be equal to the monthly rate of his salary and other allowances for the entire period of such leave.

(5) The Lokayukta or Upa-Lokayukta shall have the option of commuting leave, on half allowances into leave on full allowances, at any time, subject to the following conditions, namely:—

(a) the total period of leave on full allowances availed of by him under this sub-rule shall be in addition to the leave referred to in sub-rule (4), but during the whole period of his service, it shall not exceed one twenty-fourth of the period last mentioned (including the period of leave on full allowances credited to his account) plus a maximum of three months on medical grounds; and

(b) the monthly rate of leave allowances payable to the Lokayukta or Upa-Lokayukta while on leave on full allowances under this sub-rule shall be governed by the Supreme Court Judges (Salaries and Conditions of Service) Act, 1958 (Central Act 41 of 1958) High Court Judges (Salaries and Conditions of Service) Act, 1954 (Central Act 28 of 1954), as the case may be.

(6) The balance of leave to the credit or debit side of the leave account of the Lokayukta or Upa-Lokayukta at the end of any calendar year shall be carried forward to the next calendar year without limit as to accumulation.

(7) The Lokayukta or Upa-Lokayukta shall be entitled to encashment of leave

accumulated to his credit at the end of his service subject to a maximum ceiling of 300 days on full allowances (inclusive of that resulting from commutation of leave on half allowances).

(8) The Authority competent to grant leave, leave not due, special disability leave to the Lokayukta or an Upa-Lokayukta shall be the Governor.

(9) In addition to the leave credited to his account under sub-rule (2), the Lokayukta or an Upa-Lokayukta may avail casual leave subject to the following conditions, namely:—

(a) such leave shall not be availed of except for unforeseen illness or for urgent and unforeseen private business; and

(b) such leave shall not be availed of for more than fourteen days in a calendar year or for a continuous period of more than five days.

11. *Official residence to Lokayukta and Upa-Lokayukta.*— (1) The Lokayukta and Upa-Lokayukta shall be entitled to the use of free furnished official residence throughout the term of their office and for a further period of one month or for such extended period not exceeding two months as may be determined by the Government.

(2) The official residence shall be maintained by the Government.

(3) If the Lokayukta or Upa-Lokayukta dies while in service then the members of the family of the Lokayukta or Upa-Lokayukta shall be entitled to the use of the official residence for a period of three months after such death.

(4) If the Lokayukta or Upa-Lokayukta is not provided with the official residence immediately after his appointment he shall be entitled for reimbursement of the actual rent paid by him for the entitled accommodation, if any, secured by him till the date of getting the official residence.

(5) Where the Lokayukta or an Upa-Lokayukta does not avail himself of the use of an official residence, he shall be paid every month, an allowance of Rs. 5,000/- and shall be entitled to reimbursement of charges on account of water and electricity consumed for his residence to the extent of 3,600 kilolitres of water and 10,000 units of power per annum.

Explanation:— For the purpose of this rule and rule 12,—

(a) “family” means wife or husband of the Lokayukta or Upa-Lokayukta or their dependent children, parents, brothers and unmarried sisters;

(b) “Official residence” means an accommodation owned or taken on hire by requisition or otherwise, by the Government and allotted to the Lokayukta or Upa-Lokayukta free of rent;

(c) “maintenance” in relation to an official residence includes payment towards local taxes and consumption of water and electricity:

Provided that such payment towards consumption of water and electricity shall be limited to charges payable for a maximum of 3,600 kilolitres of water and 10,000 units of electricity per annum in the case of the Lokayukta and the Upa-Lokayukta.

12. *Penal rent for overstay after the Lokayukta or Upa-Lokayukta ceases to hold office, etc.*— If the Lokayukta or Upa-Lokayukta or the members of his family continue to occupy the official residence beyond the period specified under rule 11, a penal rent at the rate of fifty percent of the salary which the Lokayukta or Upa-Lokayukta would have received had he continued in office shall be paid for each month of such overstay to the Government.

13. *Form of statement of assets and liabilities.*— The statement of assets and

liabilities to be submitted by the public functionary to the Lokayukta, under sub-section (1) of section 21 of the Act, shall be in Form III hereto.

By order and in the name of the Governor of Goa.

B. Vijayan, Secretary (Vigilance).

Panaji, 24th September, 2012.

FORM - I

[See rule 4-(1)]

BEFORE THE GOA LOKAYUKTA

Complaint No. _____ **/201_____.**

Mr./Mrs./Miss/Kum. _____.

Flat/House No. _____,

_____ Building/Apartments,
(Street), (Village)/(City),
(Taluka), (District), Goa.

... Complainant

V/s

(Name, designation and address of the
Public Functionary against whom
the complaint is made)

... Respondent

Complaint under section 11 of the Goa Lokayukta Act, 2011 (Goa Act 3 of 2012)

MAY IT PLEASE YOUR HONOUR:—

The Complainant above named most respectfully state and submit as under:—

(Brief facts leading to the Complaint)

(In case the complainant has/had made any previous complaint before the Goa Lokayukta or a competent Court of law or any other authority for redressal of the grievance which is the subject matter of this complaint, then the details in respect of the outcome/result of the same shall be stated and the copy of the judgement/ /order/direction thereto, if any, shall be enclosed to the Complaint.)

Place: _____.

Dated: ____ / ____ / 201____.

(Signature/LHTI of the Complainant)
COMPLAINANT

VERIFICATION

I, Mr./Mrs./Miss/Kum....., son/wife/daughter of
 aged (Nationality), Occupation, resident
 of Flat/House No. (Building/Apartments)....., (Street),
 (Village/City), (Taluka), (District) Goa, the Complainant above named, do hereby verify and state that what is
 stated by me in paragraphs to of the above Complaint are true to my own knowledge
 and belief and what is stated in the remaining paragraphs, namely are in the nature of
 legal submissions and/or inferences of facts, which I believe to be true.

Verified at (Place), on

this day of....., 201

(Signature/LHTI of the Complainant)
 DEPONENT

- Note:—* (1) The self attested copies of the documents relied upon by the Complainant in support of his allegations contained in the Complaint shall be enclosed to the Complaint. If the documents relied upon by the Complainant are not in his power and possession, the person from whom they may be secured shall be stated in the Complaint.
- (2) The List of witnesses, with their name/s and address, whom the Complainant desires to examine in support of his allegations in the Complaint shall be enclosed to the Complaint.
- (3) Two sets of Complaint for the office use and as many sets equivalent to the number of public functionaries complained against shall be submitted by the Complainant to the Registrar at the time of presenting the Complaintant.

FORM - II

[See rule 4-(1)(a)]

BEFORE THE GOA LOKAYUKTA

Complaint No. /201.....

Mr./Mrs./Miss/Kum.....

Flat/House No.....,

..... Building/Apartments,

(Street), (Village)/(City),

(Taluka), (District), Goa.

... Complainant

V/s

(Name, designation and address of the
 Public Functionary against whom
 the complaint is made)

... Respondent

A F F I D A V I T

I, Mr./Mrs./Miss/Kum....., son/wife/daughter of,
 agedyears,....., (Nationality), Occupation, resident of Flat/House
 No., (Building/Apartments), (Street), (Village/City), (Taluka), (District) Goa, the Complainant
 above named, do hereby on solemn affirmation state on oath as under:—

(1) I say that I have filed today a Complaint before this Hon'ble Authority the contents of the said Complaint shall be treated as reproduced herein for all legal purposes.

(2) I say that the Annexures which are enclosed to the Complaint are the attested photo copies of their respective originals.

(3) I say that what is stated by me in paragraphs to of the said Complaint are true to my own knowledge and belief and what is stated in the remaining paragraphs, namely..... to are in the nature of legal submissions and/or inferences of facts, which I believe to be true.

(4) I say that what is stated by me in paragraphs 1, 2 and 3 above is true to my own knowledge.

Solemnly affirmed at On this day of, 201.....

(Signature/LHTI of the Complainant)
 DEPONENT

FORM – III

[See rule 13]

Statement of Assets and Liabilities filed by
(here specify the name and
 designation of the Public Functionary) for the financial year ending 31st March

(Note:— Every column appearing in the form has to be filled in words, not by dashes and dots)

(1) The permanent address
 (with Telephone No. and
 Mobile No., if any) of the
 public functionary.

(2) Names of the members of
 the family of the public
 functionary and his
 relationship with each of
 them.

(3) Present annual income of
 the public functionary and
 each one of the family
 members.

Note: Statement of Assets and Liabilities of the public functionary and his family members ("family of a public functionary" means the spouse, parents, unmarried sisters/brothers and children or relatives as are dependent on him or her, as the case may be):

4. Cash and other Liquid Assets as on 31st March

Particulars to be furnished	Public Functionary	Spouse	Dependent Father	Dependent Mother	Dependent Children		
					1st	2nd	3rd
(1)	(2)	(3)	(4)	(5)	(6)		

(a) Cash

- i) Cash on hand
- ii) Cash kept in locker
(give details)
- iii) Whether it is personal savings
- iv) If not, mention the source of acquisition

(b) Bank deposits

- i) Account/Certificate No. nature of deposit, amount and name & branch of bank
- ii) Whether it is personal savings
- iii) If not, mention the source of acquisition
- iv) Date of deposit

(c) Bank Accounts

- i) Account No. & nature of A/C amount and name & branch of bank
- ii) Whether it is personal savings
- iii) If not, mention the source of acquisition

(d) Post Office Accounts

- i) Account/Certificate Nos., nature of deposit, amount and name & place of post office
- ii) Whether it is personal savings
- iii) If not, mention the source of acquisition

(e) National Savings Certificates and other certificates obtained through the post office

- i) No. of the NSCs and other certificates, amount, name & place of post office
- ii) Whether it is personal savings
- iii) If not, mention the source of acquisition

(f) Units of Unit Trust of India

- i) Particulars of units, name of the branch and amount.
- ii) Whether it is personal savings
- iii) If not, mention the source of acquisition

(g) Government and other Securities

- i) Particulars of securities, name & place of office of Government/Company and amount invested
- ii) Whether it is personal savings
- iii) If not, mention the source of acquisition

(h) **Shares, Debentures or Deposits in Companies**

- i) Particulars of shares, debentures or deposits in companies (furnish address of company) and amount invested
- ii) Whether it is personal savings
- iii) If not, mention the source of acquisition

(i) **Money advanced to others as loan or otherwise**

- i) Amount, date and name of the person to whom the money is advanced
- ii) Whether it is personal savings
- iii) If not, mention the source of acquisition

(j) **Insurance Policies and Provident Funds**

- i) Particulars of Insurance Policies and Provident Funds
- ii) Whether it is personal savings
- iii) If not, mention the source of acquisition

(k) **Other investments and being investments in immovable property**

- (i) Particulars of investments, name & address of company and the amount invested
- ii) Whether it is personal savings
- (iii) If not, mention the source of acquisition

5. Moveable property other than that covered by Item 4 as on 31st March.....

(a) **Jewellery and Bullion**

- i) Particulars
- ii) Cost and date of acquisition
- iii) Whether it is out of personal savings
- iv) If not, mention the source of acquisition

(b) **Vehicles**

- i) Particulars
- ii) Cost and date of acquisition
- iii) Whether it is out of personal savings
- iv) If not, mention the source of acquisition

(c) **Antiques beyond the value of Rs. 10,000/-**

- i) Particulars
- ii) Cost and date of acquisition
- iii) Whether it is out of personal savings
- iv) If not, mention the source of acquisition

d) **Silverware**

- i) Particulars
- ii) Cost and date of acquisition
- iii) Whether it is out of personal savings
- iv) If not, mention the source of acquisition

e) Investments in Business Concerns

- i) Particulars
- ii) Cost and date of acquisition
- iii) Whether it is out of personal savings
- iv) If not, mention the source of acquisition

f) Other Household goods including furniture costing more than Rs. 25,000/- each**6. Immovable Property as on 31st March****a) Agricultural lands**

- i) Survey No. and place
- ii) Extent
- iii) Whether dry, wet, garden or plantation land
- iv) Whether ancestral, joint or separate property
- v) If not, mention the source of acquisition
- *vi) Cost and date of acquisition
- vii) Whether it is out of personal savings

b) Non-agricultural lands which have not been built upon

- i) Number assigned to the land and place where situated
- ii) Extent
- iii) Whether ancestral
- *iv) Cost and date of acquisition
- v) Whether it is out of personal savings
- vi) If not, mention the source of acquisition

c) Buildings (including flats)

- i) Complete address of the buildings with dimension
- *ii) Cost and date of acquisition
- iii) Whether ancestral, joint or separate property
- iv) Whether it is out of personal savings
- v) If not, mention the source of acquisition

d) Other immovable property

- i) Particulars of other immovable property with dimension
- *ii) Cost and date of acquisition
- iii) Whether ancestral, joint or separate property
- iv) Whether it is out of personal savings
- v) If not, mention the source of acquisition

7. Liabilities as on 31st March.....

- (a) Nature, extent and other particulars of liability and the date when it was incurred
- (b) Name and address of the person to whom (creditor) liable

I, _____ do hereby solemnly declare that the information furnished above is true and that nothing relevant has been omitted therefrom.

Station:

Date :

Signature of the Public Functionary

Designation

*Note: Date of acquisition of assets/property may not be required if the same has been acquired by the Public Functionary, if he has acquired the assets/property prior to his assuming the office as public functionary for the first time.

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